

DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY MATERIEL COMMAND
5001 EISENHOWER AVENUE, ALEXANDRIA, VA 22333-0001

AMC REGULATION
NO. 700-3

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Logistics

AMC INSTALLATION LOGISTICS ASSISTANCE REVIEW PROGRAM

The Commander, USAMC Installations and Services Activity,
ATTN: AMXEN, Rock Island, IL 61299-7190, prohibits local
supplementation of this regulation without prior approval.

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CHAPTER 1

GENERAL

1-1. **Purpose.** To prescribe policies, procedures, and responsibilities for the conduct of installation equipment and supply management assistance reviews within the U.S. Army Materiel Command (AMC).

1-2. **Applicability.** This regulation applies to Headquarters (HQ) AMC, AMC major subordinate commands (MSC), MSC installations/activities, and AMC direct-reporting installations/activities.

1-3. **General.** a. Assistance reviews, conducted under the jurisdiction of this regulation, cover all facets of property book accounting, installation supply, and equipment management. They also satisfy the U.S. Army requirements for **AMC-R 700-64**, Installation Equipment Management Program; AR 750-1, Army Materiel Maintenance Policy and Retail Maintenance Operations; AR 58-1, Management, Acquisition, and Use of Administrative Use Motor Vehicles; AR 710-2, Supply Policy Below the Wholesale Level; AR 735-5, Policies and Procedures for Property Accountability; AR 570-7, Equipment Survey Program; and AR 11-1, Command Logistics Review Program (CLRP) at the retail logistics level.

b. This regulation establishes scheduling and reporting actions per **AMC-R 1-201**, Inspection Policy.

c. A team consisting of USAMC Installations and Services Activity (AMC I&SA) staff specialists, representatives from the MSC of the installation under review and, if required, specialists from other AMC elements will conduct the reviews. They require access to all areas, including classified areas, for the purpose of determining equipment authorizations, requirements, accountability, utilization, and maintenance management. Those requiring access to classified areas will have a security clearance of "secret."

d. Reviews of contractor operations will consider the inspection and acceptance criteria of individual contracts involved and their conformance to sound business and engineering principles. The AMC I&SA staff specialists will accomplish a

review of the contract documents with government representatives during the onsite review of contractor operated installations. Specialists will work through the appropriate Contracting Officer (CO) or the duly authorized CO's representative when conducting reviews of contractor operations.

1-4. **Objectives.** a. Provide commanders, at all levels, with an assessment of property accountability, retail-level supply, and equipment management programs at AMC commands/installations/activities.

b. Provide onsite technical assistance in identifying and correcting deficiencies in retail logistics areas.

1-5. **Policy.** Conduct assistance reviews identified herein in adherence with this regulation and as prescribed by the separate applicable regulations listed in paragraph 1-3 above. When practical, schedule reviews simultaneously at AMC activities in the same geographic area.

1-6. **Responsibilities.** a. The Commander, AMC I&SA will exercise staff supervision over all installation equipment and supply management reviews and will--

(1) Develop an annual schedule of assistance reviews per HQ AMC policy guidance and provide it to HQ AMC, ATTN: AMCEN/AMXIG for their information. During development, coordinate the annual schedule with MSCs to allow FY planning for MSC participation. Compare the schedule with the AMC Inspector General schedule to preclude/resolve conflict. Post the schedule, with changes, to the AMC I&SA website:
<http://www.ria.army.mil/isa/>.

(2) Distribute the approved schedule electronically to all AMC MSCs and installations/activities scheduled for review at least 60 days prior to the beginning of the FY. Post approved schedule changes to all affected MSCs and installations/activities on the AMC I&SA website after approval.

(3) Provide additional technical assistance to AMC installations/activities upon request and within funding limitation.

- (4) Distribute completed reports to--
 - (a) Installation/activity reviewed.
 - (b) MSCs (and separate reporting activities (SRA)) reviewed per AMC-R 1-201.
 - (5) Conduct contract and scheduled reviews.
 - (6) Furnish DISUMS to HQ AMC, ATTN: AMCEN, for their information, evaluation, and staffing.
- b. The commanders of MSCs will--
- (1) Provide qualified personnel to assist AMC I&SA in the conduct of assistance reviews.
 - (2) Ensure subordinate installation/activity compliance to memorandums of notification for AMC I&SA reviews.
 - (3) Ensure correction of all deficiencies/findings identified as a result of the review.
 - (4) Review contract documents to ensure incorporation of all reporting requirements and that provisions exist for accommodation of higher echelon data calls, as required. Review contract maintenance provision for proper care of Government Furnished Equipment (GFE).
 - (5) Conduct such assistance reviews as they deem necessary.
- c. Commanders, directors, and chiefs of AMC installations/activities will--
- (1) Compile the data requested in the memorandum of notification and have it available for the review team immediately following the entrance briefing.
 - (2) Provide administrative support (work area office furniture, telephones with DSN connections, fax machine, computers) to review teams.

(3) Ensure personnel knowledgeable in the areas for review are available for discussion with the review team.

(4) Ensure correction of all deficiencies/findings identified as a result of the review.

(5) Provide assistance to MSC and AMC review teams upon request.

1-7. Frequency of reviews. The AMC I&SA will review AMC installations/activities during cyclic intervals as prescribed by applicable regulations listed in paragraph 1-3 except as follows:

a. The AMC I&SA may change timeframe for reviews if funding, personnel constraints, or other circumstances limit their ability to meet established intervals.

b. The Commander, AMC I&SA, may defer a review to the next FY to accommodate current events if knowledge of a unit's logistics activities so indicates.

c. Conduct, by desk audit, an equipment survey of AMC activities when Tables of Distribution and Allowances (TDA) equipment authorization's value is less than \$1,000,000.

d. Conduct Administrative Transport Management Surveys of AMC installations/activities at a minimum of 4-year intervals in conjunction with scheduled Command Equipment Management Program Reviews and Equipment Survey Program reviews.

1-8. Procedures. General procedures for conduct of scheduled assistance reviews are as follows:

a. *Notification.* Forward memorandums of notification through command channels to each AMC installation/activity approximately 60 days prior to a review. The memorandum will provide inclusive dates for the review, identify specific review areas, request compilation of certain data prior to the review, and identify administrative and logistical support requirements.

b. *Preparation.* The team will analyze staff visit reports and other pertinent data, such as TDAs, prior to the review.

c. *Team composition.* Compose the team(s) with sufficient technical personnel to provide expert coverage and assistance for each review area. Add ad hoc team members, as necessary, to ensure in-depth coverage. Staff contract reviews with sufficient industrial, equipment, and supply management specialists to ensure complete analysis of contract stipulations.

d. *Conduct of assistance review.* Schedule a single entrance briefing the first day of the review to discuss procedures and methodology. Schedule an exit briefing to discuss the results of the review. Provide summary (hardcopy) of findings/observations to the Commander and staff. Discuss all recommendations in sufficient detail to ensure understanding. The Commander may initiate corrective action prior to receipt of the official report. Schedule a courtesy entrance and exit conference with the commander's representatives at the option of the activity visited.

e. *Reporting.* Prepare a written report for the installation/activity reviewed within 14 working days after the team has returned from the site.

(1) Reports will contain general statements and will address each finding presented at the exit briefing. The general report format will consist of an observation (finding), recommendations for correction, and discussion (to include specific regulatory references). A paragraph for items of special interest may pinpoint areas for discussion but not requiring monitored corrective action or may list areas reviewed with no significant problems. Also included are paragraphs for the identification of functional training and assistance provided during the review.

(2) Prepare review reports for the AMC I&SA Commander's signature. The MSC should monitor response to the recommendations and conduct follow-up actions to ensure completeness of all corrective actions. Recommend milestone reporting to the MSC. The MSC policy will determine how the installations/activities correct the findings.

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CHAPTER 2

EQUIPMENT MANAGEMENT

2-1. **General.** This chapter provides policy and procedures for the conduct of equipment management reviews designed to evaluate the effectiveness and efficiency of programs established for authorization, acquisition, maintenance, operation, utilization and disposal of all Government property. Section I applies to the Command Equipment Management Program Review (CEMPR), designed to evaluate the installation Equipment Management Program (EMP) at installation and MSC levels. Section II applies to the Administrative Transport Management Survey (ATMS), designed to produce a thorough review of all aspects of transport management functions to ensure maximum support at minimum cost to the Government. Section III applies to the Equipment Survey Program (ESP), designed to provide independent, onsite reviews of installation equipment requirements and establish the minimum equipment authorizations needed for mission accomplishment.

SECTION I

COMMAND EQUIPMENT MANAGEMENT PROGRAM REVIEW (CEMPR)

2-2. **Policy.** a. The installation CEMPR, implemented by AMC-R 700-64, Installation Equipment Management Program, does not prohibit or replace the formal inspection of material or maintenance operations conducted at the discretion of commanders at any level.

b. The CEMPR, conducted at MSCs by AMC I&SA, will evaluate the command level attention and application of HQ Army/AMC policy, and good business and engineering practices applied to the EMPs at subordinate installations/activities. They will review the MSC equipment manager's implementation directives to assure adequacy and compliance with AMC policy AND to evaluate the effectiveness of the MSC review procedures.

2-3. **Procedures.** Conduct CEMPRs in sufficient detail and depth to ensure proper control of installation equipment consistent with assigned mission and dollar investment. Evaluate the overall implementation of the EMP and, as a minimum, make an assessment of each of the following management areas:

a. *Year 2000 (Y2K) Compliance.* Determine the status of the installation progress on ensuring their automated systems are Y2K compliant. Examples of the types of systems of interest are heating ventilation, air conditioning (HVAC), intrusion detection systems (IDS), traffic lights, computer aided drafting (CAD), elevators and sprinkler systems. Collect lessons learned the installation wants to share. Determine if noncompliant systems can be eliminated rather than fixed or replaced. If systems are not compliant, determine when they will be. Offer assistance in this area.

b. *Program implementation.* Determine whether the installation EMP has adequate visibility and support and is executed effectively consistent with sound business and engineering principles. Review the organizational structure and its effect on management capabilities of equipment operations and maintenance functions. Identify equipment managers on organizational charts and list their responsibilities in the functions manual. An appraisal will be made of command-level interest in and support of equipment management.

c. *Authorization/acquisition.* Determine adequate establishment and implementation of procedures assuring proper authorization documentation prior to the acquisition of equipment. Validate onhand assets to TDA and other authorization quantities, and ensure clear annotation of present items used as substitutes for preferred authorizations. All authorized equipment should be on hand or in process of acquisition. Assess the use and documentation of the local Commander's approval authority. Assess accuracy of the TDA and analyze the timeliness of peacetime and mobilization document updates. Review the procedures used for equipment acquisition determining direct involvement of the equipment manager in the installation equipment acquisition process. Ensure consideration is given to use of alternative sources such as installation and AMC excesses, rentals, loans, or leasing.

d. *Equipment operations.*

(1) *Equipment pool operations.* Determine the adequacy and effectiveness of multiuser equipment pooling. The review will encompass an analysis of pools already established to ensure proper records maintenance for accounting, usage, maintenance, disposition of equipment pool items, and possible expansion of equipment pools for other underutilized equipment identified during the review.

(2) Toolcribs. Determine properly established, effectively located, and properly managed toolcribs. The toolcrib custodian will provide required accounting, monitor item usage, initiate maintenance requests, and evaluate onhand assets versus mission requirements.

(3) Production and Support Equipment (P&SE). Determine the adequacy of utilization and maintenance of P&SE. The review will include a walk-through of machine shops and support maintenance facilities to evaluate the mission essentiality of the equipment. Address consolidation of shops and functions, quantities of equipment, duplication of like items, and personnel available to perform the mission requirements.

(4) Utilization of equipment. Determine implementation of the utilization program prescribed by AR 71-32. Ensure installations submit and comply with their approved Equipment Utilization Management Plan (EUMP). Ensure local management collects and analyzes utilization data as required in determining requirements, pooling, excess or replacement. Determine that utilization justifies retention of the equipment. Make an assessment of utilization walk-through procedures, to include proper documentation which discusses findings and final actions taken.

e. *Maintenance of equipment.* Determine proper scheduling/accomplishment of types of appropriate maintenance services and that nonavailable time is within an acceptable frame. Ensure maintenance of records are both current and accurate, and that they have obtained proper authority to exceed expenditure limits. Ensure installations gather maintenance performance measures and conduct review and analysis of maintenance performance on a continual basis. Review the procedures for repair parts acquisition to determine the effectiveness for minimum maintenance turnaround time. Review shop operations to determine effective management of shops; establishment and use of accurate shop logs; effective management of the workload and workflow; and maintenance of shops in a clean and safe condition.

f. *Army Working Capital Fund (AWCF) capital asset accounting.* Review AWCF installations for accuracy in receipt processing and item identification of capital assets for Defense Property Accounting System (DPAS). Ensure there is communication/coordination between the Property Book Officer (PBO) and Defense Finance Accounting System (DFAS) activity chief in the posting of

depreciation data and in reconciling item depreciation information and capital asset accounting data. Verify the PBO furnishes the DPAS quarterly financial reports to the DFAS activity.

SECTION II

ADMINISTRATIVE TRANSPORT MANAGEMENT SURVEY (ATMS)

2-4. **Policy.** The ATMS fulfills the requirement for conducting periodic inspections of all mobile equipment and support equipment within AMC. Mobile equipment includes materials handling and commercial construction equipment, tactical and nontactical vehicles, watercraft, and utility rail. Support equipment includes lifting devices, compressors, generators, pumps, and welding machines.

2-5. **Procedures.** a. Conduct the review in sufficient detail and depth to determine the adequacy of all equipment consistent with the current assigned mission. Evaluate the overall management, and, as a minimum, make an assessment in each of the following areas:

(1) Organization and administration. Review the organizational structure and its effect on management capabilities of equipment operations and maintenance organizations. Determine what authority is available and how equipment operations and maintenance managers use the authority. Evaluate the effectiveness of local operations in overall management.

(2) Authorization/inventory/acquisition. Determine that assets on hand do not exceed TDA authority; that current authorization reflects present requirements in types and quantity; and that there is clear annotation of present items used as substitutes for preferred items. Ensure the turn in of any excess equipment or that proper authorization procedures are set in motion, and that acquisitions are according to Army regulation.

(3) Equipment operations. Evaluate the motor pool/subpool concepts as required by regulatory provisions and sound management practices. Compare motor pool usage to recurring dispatch for possible fleet reductions. Review driver/equipment operator testing procedures to ensure compliance with regulatory requirements. Analyze the utilization gathering system to ensure

maximum data are available; e.g., reporting idle days, maintenance downtime, and that the procedures used to compile such data show an accurate end product. Other items included in this area are credit card usage, bus and/or taxi services, dispatch distances, justifications for recurring dispatch authority versus normal dispatch requirements.

(4) Utilization of equipment. Ensure installations submit and comply with their approved EUMP. Determine implementation of the AMC utilization program for equipment, that data collected justifies retention of equipment, and that justification for under use is factual and clearly defines the mobile equipment requirements. Use results of the review in this particular area in the final determination of total mobile fleet and equipment quantities and types of equipment necessary to fit the workload.

(5) Maintenance of equipment. Determine that the maintenance activity properly schedule and complete maintenance services of mobile equipment, lifting devices, compressors, generators, pumps, and welding machines within an acceptable timeframe. Ensure installations gather maintenance performance measures and conduct review and analysis of maintenance performance on a continual basis. Ensure maintenance accomplishments do not adversely affect the quantity of equipment required. Review repair parts acquisition to determine the effectiveness of the procurement functions in showing minimum turnaround time. Analyze mobile fleet availability to determine whether mobile equipment downtime (maintenance and supply) is consistent with the motor pool's capability to respond to emergency dispatch of essential replacement equipment. Assess the implementation of the Army Oil Analysis Program.

b. *Reporting.* Review procedures for submission of reports ensuring accurate compilation and reporting of all pertinent data in a timely manner. Reports required for installation reporting of mobile equipment are--

Registration & Reporting of U.S. Army Vehicles/Equipment
Control Record - RCS-CSGLD-1608

NTV Cost Accounting and Management Reporting

Installation Equipment Management USA Registration Report
- RCS-AMCEN-1086

SECTION III

EQUIPMENT SURVEY PROGRAM (ESP)

2-6. **Policy.** The ESP provides an onsite assessment of equipment needs versus the minimum equipment authorizations needed for mission accomplishment. Adjustments to authorization documents are the end result of this review including identification of excess equipment available for redistribution or return to the supply system.

2-7. **Procedures.** a. Conduct the ESP in sufficient detail to determine valid quantities of the preferred item needed are consistent with economic factors and mission efficiency. Use the CEMPR/ATMS report as the mechanism to surface deficiencies in equipment types, quantity, and use where the installation nonconforms on specific recommendations made by the review team. Functional areas of the ESP will be as a minimum:

(1) Compare the latest approved TDA to the actual equipment in use, to determine valid equipment types, and to minimize quantities essential to mission needs. The ESP surveyor and installation equipment user will work together during the initial effort of the survey with final results portrayed to the equipment manager and Commander.

(2) Conduct a review on equipment authorized by documentation other than TDA with a unit cost over the current Operations and Maintenance, Army (OMA) threshold. Again, the prime factors to consider are types, quantity, use, and state-of-the-art. Surveyor and user contact will determine the primary adequacy of equipment reviewed and results resolved with the equipment manager.

b. *Reporting.* Prepare a complete report of the ESP on site.

(1) Compile a list of directed turn-in items resulting from the ESP to include all equipment determined excess to installation needs. Coordinate known AMC excess for redistribution to fill shortages determined during the review, if proper authorizations are in place.

(2) Compile a rationale for TDA changes during the review. Issue retention authority for items of equipment requiring further HQDA approval.

(3) Discuss results of all actions at the exit interview and leave it with the installation to enhance immediate corrective actions during the next Management of Change window period. Include a copy of the ESP report as an enclosure to the review memorandum.

AMC-R 700-3

CHAPTER 3

COMMAND SUPPLY MANAGEMENT REVIEW (CSMR)

3-1. **General.** This chapter provides policy and procedures for the conduct of CSMRs designed to give functional assistance and training to installation or activity staffs in accounting and control of Government property. Section I applies to Property Book (PB) items issued to a using element and PB operations. Section II applies to Stock Record Account (SRA) items maintained to support base operations and other related supply programs.

SECTION I

COMMAND SUPPLY MANAGEMENT REVIEW - PROPERTY BOOK (CSMR/PB)

3-2. **Policy.** The CSMR/PB provides installation and activity commanders with the status of their property accountability program. In the CSMR/PB we review property accountability procedures and the completeness and accuracy of the property records. We also review Hand Receipt (HR) procedures and property adjustment actions.

3-3. **Procedures.** a. The CSMR/PB is a detailed review of property accountability in conjunction with PB and HR management. We review overall accounting procedures for the following areas of interest.

(1) At AMC installations and activities we randomly select document numbers from the nonexpendable document register. The number of documents selected for review depends on the number of completed transactions recorded in the nonexpendable document register for the current and preceding year. We use MIL STD 105-E as the guide for the random selection of numbers. We review the supporting document files to confirm a complete audit trail exists.

(2) We review written procedures for accuracy, availability, and use in maintaining the PB. The procedures should detail the Hand Receipt Holder (HRH) responsibilities. Usually, commanders/directors assign HRHs at the supervisory level. However, they may approve the appointment of

nonsupervisors as HRHs on a case-by-case basis. All HRHs will receive adequate training and be knowledgeable of their duties; e.g., HR inventories; receipt, loan, and turn-in of property.

(3) Proper maintenance of the PB is essential for timely and accurate accounting. The Property Book Officer (PBO) should complete all entries and retain supporting voucher files. The PB record format should include line item number, nomenclature, stock number of property, and identify pilferable/sensitive equipment. Nomenclatures should be consistent with standard terminology. Of special interest, the PB should reflect accountability of loaned/leased equipment, automation equipment, and ammunition.

(4) We review the PB for proper adjustments. We check usage of the appropriate forms and formats and for completeness of entries and timely actions.

(5) The Uniform Material Movement and Issue Priority System determines the priority designators for all supply requests. We review the nonexpendable document register to determine appropriate use and to verify the proper assignment and approval of Urgency of Need A and B requisitions.

(6) We verify Information Management Processing Equipment (IMPE) accountability. We randomly select several HRH areas and record the bar code and serial numbers of selected IMPE found on site. We review the PB to determine proper accountability of all IMPE. We review your local procedures to ensure controls are in place to post all appropriate transactions to the PB for accurate accountability.

(7) Weapons and ammunition issued to using units require PB accounting. Installations should have a Small Arms Serializations Surety Officer appointed to properly report weapons on hand. A disinterested party should perform monthly inventory of all weapons and ammunition. The PBO should reconcile the inventory results with the balances recorded on the PB. The PBO should post all operational loads and special reaction team ammunition to the PB and use an Administrative Adjustment Report to drop monthly expenditures from the PB. Users of ammunition should turn in expended cartridges through the SRA.

(8) The Command Supply Discipline Program (CSDP) enables the commanding officer to monitor the effectiveness of their supply

program. The commanding officer should appoint the senior logistician to monitor the CSDP. The monitor should have the PB operation evaluated for timely and accurate processing, and send the results to the commanding officer to keep them apprised of their program.

(9) We review controls and accounting procedures for Controlled Cryptographic Items (CCI). The installation supply activity will process orders for CCI. The PBO should maintain accountability of CCI on the PB after receipt and issue. The commanding officer should appoint a CCI Serialization Officer to control and report CCI property to the central registry.

(10) We review major item reporting to the Continuing Balance System-Expanded (CBS-X) program at the USAMC Logistics Support Activity. The report includes all Reportable Item Control Code 2 property recorded on the PB.

(11) We review the controls of special interest items; e.g., small arms repair parts, cellular phones, and night vision devices. The CSDP should also include evaluations of these topics. We review overall controls to safeguard these items.

(12) We train staffs in PB operations during our visits, as time permits, and are available to return to the installation or activity to provide follow-on assistance. The CSMR/PB is a vehicle to meet with the staffs, recommend changes to operations, and/or suggest follow-on assistance. We list our functional points of contact (POC) on the USAMC Installations and Services Activity website: <http://www.ria.army.mil/isa/>. You can send your questions e-mail by clicking on the POC's name.

b. **CSMR Report.** The CSMR/PB report provides overall status of the PB program. We do not rate the program; however, we do provide specific recommendations for each area we review. Our report portrays the current conditions of organization's PB program and identifies areas that require further attention before they become serious problems.

SECTION II

COMMAND SUPPLY MANAGEMENT REVIEW - SUPPLY SUPPORT (CSMR/SS)

3-4. **Policy.** A CSMR/SS is a program to review the effectiveness of installation (retail) supply management. This includes installation SRAs, mission SRAs, Self-Service Supply Centers (SSSC), and other related supply programs. We provide assistance and training to staffs on these operational areas.

3-5. **Procedures.** a. We review the requisitioning, controlling, storing, accounting, and issuing of installation level supplies. The CSMR/SS includes a review of the CSDP; stock control and accounting; storage and warehouse operations; SSSCs, excess materiel, and ammunition/explosive management; commercial credit card program; property loan procedures; small arms repair program; and precious metal recovery program. We review operations and provide assistance in the following functional areas of interest.

(1) General. We review the appointment of the stock record officer by the commanding officer. We review written supply procedures for accuracy, availability, and use.

(2) Requisitions. We review procedures for appropriate editing, status reporting and follow up, open order reconciliation, requisition cancellation, and control of materiel issues.

(3) Excess. We review the timely identification and reporting of excess supplies and equipment. We check completion of proper disposal instructions. We oversee the operations of an Excess Challenge Program. We review the reports of visits to the local Defense Reutilization and Marketing Office to fill valid materiel requests.

(4) CBS-X. We review the reporting of applicable equipment to the program.

(5) Commercial Credit Card Program. We review the use of the commercial credit card and the controls used to identify property requiring further accounting or reporting.

(6) Loaned/Borrowed Property. We review the controls and accountability of property on loan from or to other organizations

(7) Ammunition/Explosive Management. We review the accountability of ammunition on the SRA. Generally, Army authorizes SRAs to keep only training ammunition for stockage. We review the suspense file for the return of expended cartridges and unused ammunition from users; and timely return of used ammunition, components, and residue following the completion of the training exercise.

(8) Precious Metals Recovery Program. We review the identification and recovery of precious metals.

(9) CSDP. The CSDP enables the commanding officer to monitor the effectiveness of their supply program. The commanding officer should appoint the senior logistician to monitor the CSDP. The monitor should have the SRA operation evaluated for timely and accurate processing and send the results to the commanding officer to keep them apprised of their program.

(10) Materiel Receiving and Inventory. We review the procedures for receiving and issuing supplies to users or the warehouse. We also review SRA inventories for timeliness, complete processing, and reconciliation with the accountable records.

(11) SSSC Operation. We review semiannual inventories to ensure the percentage of adjustments is within acceptable limits. We check the SSSC catalog to ensure that all stocked supplies meet stockage guidelines.

b. *CSMR Report*. The CSMR/SS report provides overall status of the organization's supply management programs. We do not rate the program; however, we do provide specific recommendations for each area we review. Our report portrays the current conditions of the supply program and identifies areas that require further attention before they become serious problems.

The proponent of this regulation is the USAMC Installations and Services Activity (AMC I&SA). Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) to the Commander, AMC I&SA, ATTN: AMXEN-E, Rock Island, IL 61299-7190.

FOR THE COMMANDER:

OFFICIAL:

JAMES M. LINK
Major General, USA
Chief of Staff

LEROY TILLERY
Chief, Printing and Publications
Branch

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